

## Section 12

### Supervision of School Health Services

Supervised on	Supervisor
Date:	Name:
Time Started:           am/pm	Designation:

### Part 1

#### PHI Office Supervision

1. General information	
1.1. RDHS area	
1.2. MOH area	
1.3. Name of the local authority (Pradeshiya Sabha/Municipality area/Urban Council)	
1.4. PHI area	
1.5. Name of the PHI	
1.6. Date appointed to this station	
1.7. Date of first appointment	

<b>2. Transport facilities</b>			
2.1 Available	Yes <input type="checkbox"/>	Personal <input type="checkbox"/>	Departmental <input type="checkbox"/>
	No <input type="checkbox"/>	Date obtained	
2.2. Is it in working condition (if applicable)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b>3. Uniform (dressed according to circular)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Reason/Explanation, if 'No':			

<b>4. Schools in the PHI area</b>						
4.1 No. of Schools	<200		Government		Private	
	>200					
4.2 No. of Pre-Schools			Government		Private	

4.3 School Profile		No. of schools	No. of students	Target (for Schools with >200 Students)			
				Grade 1	Grade 4	Grade 7	Grade 10
4.3.1 Government	< 200						
	> 200						
4.3.2 Private	< 200						
	> 200						
4.3.3 International (Private /International schools)	< 200						
	> 200						
4.3.4 Piriven	< 200						
	> 200						

5. Separate file for each school (Maintained for current year)	Yes	No
Reason/Explanation, if 'NO':		
	Yes	No
5.1 School Health Survey		
5.2 Defect Sheet		
5.3 Health Promoting School evaluation formats*		

\* Use the Evaluation Format given in page 148 in the Guidelines for School Health Promotion Programme

<b>6. Boards</b>						
<b>a) Administration &amp; statistics - area map</b>		Yes		No		Comments
i. Number of Schools marked is correct ii. Marked Schools are spotted at correct locations						
<b>b) School health</b> (each in A-4 size papers)		Available		Updated		Comments
		Yes	No	Yes	No	
i. Bar chart for the percentage of SMI completed						
ii. Bar charts (2) for SMI, with; <ul style="list-style-type: none"> <li>• RED - Number to be examined</li> <li>• BLACK - Number examined</li> <li>• BLUE - Number with defects</li> <li>• YELLOW - Number of defects</li> <li>• GREEN- Number corrected</li> </ul> iii. Bar Charts (2) showing 4 most prominent defects detected		Current Year				
		Previous Year				
		Current Year				
		Previous Year				
		Current Year				
iv. Bar Charts (2) showing immunization of School Children, (atd) with; <ul style="list-style-type: none"> <li>RED - Target</li> <li>BLACK - No. Immunized</li> </ul> v. Bar Charts (2) for School Sanitary Survey, with; <ul style="list-style-type: none"> <li>RED - Number of Schools</li> <li>BLACK - Survey Completed</li> <li>YELLOW - Adequate Sanitary</li> </ul>		Previous Year				
		Current Year				
		Previous Year				
		Current Year				
c) Number of schools without health hazardous sites						
d) Miscellaneous (any school health activity displayed )						

7. Quarterly advance programme (H-1016)	Previous year		Current year		Remarks
	Yes	No	Yes	No	
a) Forwarded to MOH before;					
– for 1st Quarter : December 25th					
– for 2nd Quarter: March 25th					
– for 3rd Quarter : June 25th					
– for 4th Quarter : September 25th					
b) Aproved copies filed at the office of the PHI					
– for 1st Quarter					
– for 2nd Quarter					
– for 3rd Quarter					
– for 4th Quarter					
c) Planned according to Monthly Advance Programme					
d) Implemented according to Monthly Advance Programme					

8. Annual advance programme (H-1016)	Yes	No	Remarks
8.1.1 Forwarded to MOH before October 25th of previous year			
8.1.2 Approved copy filed at the office of the PHI			

<b>9. Summary of data (H-1016),</b> After completion of the Previous Year's 2nd Quarter Advance Programme;	<b>Yes</b>	<b>No</b>	<b>Remarks</b>
9.1.1 Forwarded to MOH			
9.1.2 Copy Forwarded to MO(MCH)			

<b>10. School sanitary surveys</b>	<b>School</b>		<b>Informed higher authorities for the improvement</b>
	<b>No.</b>	<b>%</b>	
10.1 Total Surveys done during last/ current year <sup>1</sup>			
10.1.1 Surveys done in 1st Quarter of current year <sup>1</sup>			
10.2 Schools without any sanitation facility <sup>2</sup>			
10.3 Schools with inadequate sanitation facility <sup>2</sup>			
10.3.1 Unavailability of a mechanism for cleaning			
10.3.2 Unavailability of water supply to the toilet			
10.4 Schools without drinking water facilities			
10.5 Schools without adequate water for washing			
10.6 Schools with unprotected wells			
10.7 Schools with unhealthy foods & drinks sold within the school premises			
10.8 Schools with Improper garbage disposal/waste management			
10.9 Schools with any health hazards			

<sup>1</sup>Out of total schools to be surveyed

<sup>2</sup>Out of total school surveys completed

11. Notes on S.M.I. (check for past 3 months)	Available			Available	
	Yes	No		Yes	No
11.1 Pocket Note Book			Maintained up-to date		
11.2 Summary of Activities			Maintained up-to date		
11.3 Monthly Statement (H-1014)			Maintained up-to date		
11.4 Immunization Registers			Maintained up-to date		

12. Defect type	School 1				School 2			
	Identified		Corrected		Identified		Corrected	
	No.	%	No.	%	No.	%	No.	%
a) Visual Defects								
b) Hearing Defects								
c) Heart Diseases								

**13. Follow-up visits made for School Medical Inspection** (out of SMI done within last six months, randomly select defect sheets of 2 schools and compare it with monthly Return)

	School 1						School 2					
	Defect sheet			Monthly return			Defect sheet			Monthly return		
	Heart Disease	Vision	Hearing	Heart Disease	Vision	Hearing	Heart Disease	Vision	Hearing	Heart Disease	Vision	Hearing
No. of defects												
No. Followed												

14. Cross-checked with defects in	School 1		School 2	
	Defect Sheet	Monthly return (H-1014)	Defect sheet	Monthly return (H-1014)
Total number of children with defects				
Total number of defects				

15. Submission of H-1014 to M.O.H. (During Last 3 months)	Date of submission	Timely submission	
		Yes	No
15.1 1st Month			
15.2 2nd Month			
15.3 3rd Month			

16. Status of SMI activities (up to last quarter of the Current Year)				
Type of School	Detail	Number	%	Any remarks
	Schools to be completed			
	Schools screened by PHI		%	
	Schools completed SMI		%	
	Children to be examined			
	Children examined		%	
<200	Schools completed Immunization		%	
	School commenced de-worming		%	
	Schools commenced weekly Iron-folate supplementation		%	
>200	Schools to be completed		%	
	Schools screened by PHI		%	
	Schools completed SMI		%	
	Children to be examined			
	Children examined		%	
	Schools completed immunization		%	
	Schools commenced de-worming		%	
	Schools commenced Iron-folate supplementation		%	

\* Categorized by Total Points (>60 points) obtained according to the marking scheme of the 'School Health Promotion Programme' (Ministry of Education, Cir. No. ED 1/21/1/2/2-2007/21) or Pg. 148 of School Health Guide

<b>16. Summary of S.M.I. (during Last Year)</b>	<b>Number</b>	<b>%</b>	<b>Any remarks</b>
16.1 Total number of children with defects			
16.2 Total defects/problems identified			
16.3 Referred defects/problems			
16.3.1. Referrals followed-up			

<b>17.Immunization &amp; other* micronutrient coverage</b>	<b>Targeted Number</b>	<b>Number protected (at any time)</b>	<b>% Covered</b>	<b>Reported AEFI (specify effect/s)</b>
17.1 DT/OPV**				
17.2 aTd				
17.3 Other vaccines				
HPV 1				
HPV 2				
MMR/MR				
17.4 Vitamin - A				
17.5 Weekly Iron Folate Cycle com- menced				
17.6 Worm treatment				

\* Check with H - 1014 for supervision

\*\* 21.1 DT/OPV - Number protected means children who have received the vaccine in the field + Number received in the school

<b>18. Health promoting activities</b> (during Last quarter)	<b>Number</b>	<b>%</b>	<b>Any remarks / action taken</b>
18.1 Total No. of schools in PHI's area			
18.2 Health Promoting Schools*(as of indicators for HP Schools)			
18.2.1 GOLD > 80			
18.2.2 SILVER 70-79			
18.2.3 BRONZE 60 - 69			
18.3. Evidence available for HP/HE activities done	Yes	No	
18.4. Newly established Health Promoting Schools during the last quarter (as of monthly statement/HP Register)			
18.5. Participated for school health advisory committees (cross-check with the pocket notebook)			
18.6. No. of school canteens			
18.7. No. of school canteens H-800 classified			
18.8. No. of schools with mid-day meal programme conducted			
18.9. No. of schools with mid-day meal programme conducted where H-800 classified			

<b>19. Health education/ promotion activities</b> (during Last Year)	<b>%</b>	<b>Based on H-1014</b>	<b>Cross-check with Diary, Pocket Note Book and Comment</b>
19.1 Reproductive Health Programmes *			
19.2 Nutrition Programmes **			
19.3 Life skills Programmes ***			
19.4 Communicable Diseases Programmes			
19.5 Non-Communicable Diseases Programmes			
19.6 Programmes for non-school-going adolescents			
19.7 Other Programmes			

19.1 No. of Students participated in RH programmes \* No. of Students in Grade 8

19.2 No. of Students participated in Nutrition programmes \*\* No. of Students in Grade 6-7

19.3 No. of Students participated in Life-skills programmes \*\*\* No. of Students in Grade 6-9

## Part 2

### Field Level School Supervision

Nam of school :.....

PHI area :.....

MOH area :.....

01. (a). School inspection		According to Sanitary survey	Current status	Any remarks/com-ments actions for improvement
01.1 Findings on Sanitation				
01.1.1 Usable Toilets	Adequacy			
	Water facilities			
	Cleanliness			
01.1.2 Drinking Water	Adequacy			
	Safety			
01.1.3 Waste Management	Classification of garbage			
	Proper disposal			
01.1.4 Kitchen (school/hostel)	H 1306 classified			
	Hygienic condition			
01.1.5 Unattended hazardous sites				
01.2. Canteen (H 1306 classified)				
	Yes	No		
01.3. Water Sampling done				
01.4. Availability of school health clubs				
01.5. Adherence to school canteen policy				
01.6. Provision of school mid-day meal				
01.7. School mid-day meal H-1306 classified				
01.8. Health promotion status score				

**02. Randomly select one classroom and compare and cross-check for follow-up visits with Log Book, PHI's Pocket Note Book and Defect sheet**

02.1. School Medical Inspection Number of children with defects	Pocket note book (If available)	Log book (If available)	Defect sheet	remarks
Number followed up				

**22. Meeting a class teacher (of Grade 1/4/7/10) or the Principal**

Comment on the opinion of the teacher/Principal on School Health Programme implemented within the school

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**23. Issues identified by the PHI for his work performance**

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**24. Ideas of the PHI & Opinion for more effective service delivery**

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